

CITY COUNCIL AGENDA REQUEST FORM

Today's date: 9/14/17

Date of meeting 9/20/17

(City Council meetings are held the 1st and 3rd Wednesday of each month.)

Name of Citizen, Organization, Elected Official, or Department Head making request:

Shelby Kognstad

Address: _____

Phone number and email address: _____

Authorized by: _____

name of City official

City official's signature

(Department Heads, City Council members, and the Mayor are City officials.)

Subject: Waiver of Sewer Fees in excess for 1211 Baldy Rd.

Summary of what is being requested: Request for waiver of sewer fees in excess of normal at 1211 Baldy Rd. for the months of June, July and August.

The following information MUST be completed before submitting your request to the City Clerk:

1. Would there be any financial impact to the city? Yes or No

If yes, in what way? _____

2. Name(s) of any individual(s) or group(s) that will be directly affected by this action:

Have they been contacted?
Yes or No

None

3. Is there a need for a general public information or public involvement plan? **Yes** or No

If yes, please specify and suggest a method to accomplish the plan: _____

4. Is an enforcement plan needed? **Yes** or No Additional funds needed? **Yes** or No

5. Have all the affected departments been informed about this agenda item? Yes or No

This form must be submitted no later than 6 working days prior to the scheduled meeting. All pertinent paperwork to be distributed to City Council must be attached.

ITEMS WILL NOT BE AGENDIZED WITHOUT THIS FORM

Memo

To: City Council
From: Ryan J. Luttmann, Public Works Director
CC:
Date: 9/26/2017
Re: Request for Sewer Charge Reduction for 1211 Baldy Mountain Road

The City has received a request for the reduction of the sewer charges at 1211 Baldy Mountain Road from the property owner as a result of a leak in the water line serving the property. The current billing system in place at the City goes back to September 2006 and no previous Sewer waivers have been applied to this property.

The City received information from the property representatives that a leak was observed and repair work was performed before the meter reading in September 2017. The water usage records indicate the leak was present in June, July and August in the year 2017 which was reflected in the billing for these months. The water usage for the three months when the leak was present totaled approximately 82,337 gallons which is approximately 49,180 gallons over normal usage for that month.

The Senior Meter Technician for the City read the meter in September which confirmed the water leak was not detected after the repair work was completed on September 7, 2017. Excess water usage associated with the leaking water line at the yard hydrant does not appear to have been sent to the Wastewater Treatment Plant.

Recommendation: The Public Works Department recommends the Council waive the sewer charge that is in excess of their normal usage for the three months when the leak was present in 2017.